

WESTFIELD RECREATION DEPARTMENT

Municipal Building ~ 425 East Broad Street ~ Westfield, NJ 07090
Hours: 8:30am-4:30pm Monday through Friday ~ Office: 908-789-4080
Website: www.westfieldnj.gov/recreation / Email: recreation@westfieldnj.gov

OFFICE STAFF

Director - M. Bruce Kaufmann, CPRP
Assistant Director - Dolores MacKay, CPRP
Program Coordinator - Traci Kastner
Teen Coordinator - Chuck Ropars
Office Secretary - Joanne Colaneri
Office Clerk - Rosemarie Degregorio
Pool Technician - Paul Checcio

RECREATION COMMISSION

Jim Marvin, Chairman
Peter Echausse, Michael Cash, Loren Weinstein, Jeff O'Connor,
Gary Fox, Tom Ripperger, Bill Kelly, Brett Glenn,
Kevin Neylan, Larry McDermott
(Public Meetings: 1st Monday of the month, 7:30 p.m. located in the Recreation
Department's Conference Room at the Municipal Building)

PROGRAM REGISTRATION FORM 2011

PROGRAM NAME: _____ DATES: _____ FEE: _____

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PARTICIPANT NAME: _____

PARTICIPANT AGE: _____ D.O.B. / / GRADE: _____

STREET ADDRESS: _____

PHONE #: () EMERG. # ()

PARENT/GUARDIAN NAME: _____ CELL# ()

EMAIL ADDRESS: _____

FEE ENCLOSED: \$ CHECK #

I certify that the participant listed above is physically able to participate in the Westfield Recreation Department's programs. I hereby give permission for the participant listed to participate in the above named activity, as well as release the Westfield Recreation Department, the Board of Education, and Karate n' Motion from any and all liability from injuries, which may occur while participating in this program.

Signature of Parent/Guardian: _____ DATE: _____

REFUND POLICY: Requests for a refund must be made in writing five (5) business days (Monday-Friday) before program begins. A \$5.00 service charge will be assessed per participant/per activity for all requested refunds, or you may choose to receive a credit. Refunds will not be issued once the program starts. Full refunds are granted in the event that a class is full or canceled by the Recreation Department. Refunds will not be issued for 1-day workshops, seminars, or special events. Refunds will be issued by Town check and returned according the Finance Department's bill-paying schedule through the mail (allow 4-6 weeks for an approved refund).

CHECKS MADE PAYABLE TO: WESTFIELD RECREATION DEPARTMENT